

QUESTIONS AND ANSWERS

SAN BERNARDINO COUNTY SOLID WASTE MANAGEMENT DIVISION

REQUEST FOR QUALIFICATIONS (RFQ) FOR MULTI-DISCIPLINARY PLANNING, ENVIRONMENTAL AND INCIDENTAL ENGINEERING SUPPORT SERVICES (approved on September 12, 2006)

- Question: Pg. 21 – Proposal Check List – Item 9 – Company’s service agreement and satisfaction guarantee. Please clarify the terms “service agreement” and “satisfaction guarantee.” What are you expecting as a sufficient response to this requirement?
- Answer: A sufficient response should include information about customer satisfaction and what guarantees of that your firm has.
- Question: Pg. 21 – Proposal check List – Item 10 – Policy Statement on Immigration Reform Act of 1986. Do you have any guidance as to what an acceptable response to this requirement would be? We can provide a description of the policies and procedures we follow concerning information requested from new employees, as required by the Immigration Reform Act. Is this sufficient?
- Answer: There is a minor typo noted; we are referring to the Immigration Reform Act of 1996. The documents mentioned above will suffice in meeting this requirement.
- Question: In the absence of a formal Scope of Work or definitive task orders, what, other than standard hourly rate sheets, would you like provided as part of Attachment F?
- Answer: Due to the nature of this RFQ, you can’t really estimate a cost. In this section, please simply list the normal and customary fees you have hourly or flat rate for various particular services to give us a rough idea of your charge rates. Each subsequent Purchase Order or contract issued from our vendor list will be negotiated on a case by case basis though.
- Question: What upcoming permit renewals are expected over the life of the contract?
- Answer: It is difficult to ascertain upcoming permit renewals as changes are constantly being made and/or proposed at all of our facilities.
- Question: Will you be compiling one Master On-Call List for this contract, or using individually compiled on-call lists for each of the eleven subjects in Section D. Vendor Duties and Services?

- Answer: One master list will be established for services and referred to based on the areas of expertise needed.
- Question: Can you provide us with a list of the assignments that were given out under the last On-Call List, including a brief description of the type of work and the dollar amount?
- Answer: Unfortunately we are unable to provide a list of assignments given out on the last list because our section has not had a previous list. (The Planning and Permitting Division of Solid Waste Management was created in November of 2005).
- Question: On page 17 of the RFQ, under Cost Sheet, the RFQ requests that Attachment F be completed. Attachment F, however, asks that cost information be provided. Exactly what cost information should be provided?
- Answer: Due to the nature of this RFQ, exact costs can't really be estimated. In this section, please simply list the normal and customary fees you have hourly or flat rate for various particular services to give us a rough idea of your charge rates. Each subsequent Purchase Order or contract issued from our vendor list will be negotiated on a case by case basis.
- Question: The due date for the proposal stated in the RFQ is listed as Monday, October 17. Is the due date for the proposal Monday, 16th October or Tuesday 17th October?
- Answer: Because of the typo that occurred in the RFQ, we will be using the later date of Tuesday, October 17.
- Question: For the cost sheet portion of the proposal, shall we provide fixed rates for the entire contract period?
- Answer: For the cost sheets, we would like to see your standardized rates for specific type services; however, for subsequent PO's issued under this umbrella contract, all rates are subject to individual tasks and negotiations.
- Question: Would proposed subcontractors as well as the prime contractor be required to complete the forms as found in the attachments to the RFQ?
- Answer: Proposed subcontractors are not required to fill out the same forms; however, your subcontractors should be listed with their qualifications and what services they perform.